

**MIDDLE PENINSULA-NORTHERN NECK
LOCAL HUMAN RIGHTS COMMITTEE
MINUTES OF JANUARY 23, 2012**

Chairman Carl Gerster called the regular meeting of the Middle Peninsula-Northern Neck Local Human Rights Committee to order at 1:00 p.m. on January 23, 2012 at Heart Havens, located in Kilmarnock, Virginia. Committee members in attendance were: Carl Gerster, Judith Link, and Bill McConahey. Agency representatives included: Athena Neblitt – Bridges Outpatient, Brian Clemmons – Bridges Inpatient, Keesha Borden – Brothers' Keeper, Lanette Wood, Mary Hayden, and Kristie McDowell – Heart Havens, Chuck Walsh and Joanne Brown – Middle Peninsula Northern Neck Community Services Board, Patrizia Nesbitt, Stephanie Nesbitt, and Kim Turner – SOLA, Inc., Clyde Forrest, Michael Forrest, and Rick Briggs – The Brambles, Rebecca Shifflett – Wall Residences, and Towanda Hickman – Empowering Youth for Positive Change. Gail Slaughter, LHRC Administrative Support, and Hillary Zaneveld, Human Rights Advocate, were also in attendance.

Mr. Gerster reported that Ms. Tara Brent had resigned from the Committee.

Open Forum

There were no items discussed in the Open Forum.

Approval of Minutes

After discussion, Ms. Link moved that the minutes from the October 24, 2011 meeting be approved. Dr. McConahey seconded the motion which passed unanimously.

Committee members discussed the fact that the Office of Human Rights could request that a citation be issued to a provider if they did not attend a meeting. Ms. Zaneveld explained that the Office of Human Rights would allow a provider to be absent from one meeting in a calendar year. She said that if that occurred, she would call the provider for details of why the meeting was missed. If the provider did not attend a second meeting during that calendar year, the Office of Human Rights could request that the Office of Licensure issue a citation to that provider.

Program Presentation

Ms. Hayden explained that Heart Havens has a total of twelve homes. The home in Kilmarnock opened in December, 1999. The home in Colonial Beach opened in 2002. There are three individuals who have lived in the Kilmarnock home for twelve years. Ms. Hayden noted that Ms. Lanette Wood, Heart Havens Quality Assurance Director, would be attending most of the LHRC meetings.

At the request of Mr. Gerster, Ms. Zaneveld reviewed the process for providers seeking approval for the addition of a new location of a licensed service in the same region. She distributed a memo dated August 12, 2011 from Les Saltsberg, Director of the Office of Licensing, and Margaret Walsh, Director of the Office of Human Rights, that addressed this topic.

Ms. Zaneveld announced, on behalf of Mr. Daye, that another advocate, Ms. Nerissa Rhodes, had been hired. She also reported that two regional trainings will be offered to LHRC members. The first training will be held in February or March from nine to noon. One training will be held at Southeastern Virginia Training Center and one will be held at Eastern State Hospital. If a provider wants to host one of these trainings (hosting to mean provide refreshments), then the Office of Human Rights will provide advocates to train that provider. There will be approximately 30 – 40 people at the trainings.

Ms. Zaneveld noted that Mr. Gerster and Ms. Link have one more LHRC meeting to attend before their term on the Committee ends. She asked that if the providers knew of anyone interested in serving on the Committee, that the interested person complete an application and submit it to their office. Ms. Link volunteered to attend one additional meeting after her term ends, if a quorum for the meeting is needed. Ms. Zaneveld will discuss this with Mr. Daye. Ms. Slaughter will advertise for three vacancies on the committee. Ms. Link asked if the member needed to live in the area. Ms. Zaneveld said that the member did not need to live in the area, as long as they were willing to travel to the meeting location. They could not be employees of a provider or of the Department of Behavioral Health and Developmental Services.

New Business

Ms. Nesbitt requested that SOLA, Inc. be given approval to add an additional bed to Zorzan, their licensed residential group home, which currently has five beds. Ms. Link moved approval of this request. Dr. McConahey seconded the motion which passed unanimously.

Ms. Nesbitt requested approval for SOLA, Inc. to add a new location to their existing license for congregate residential services. Ms. Zaneveld noted that their letter of request needed to state the address of the additional location. Ms. Link moved approval of this request, with the condition that an amended letter be submitted to the Committee. Dr. McConahey seconded the motion which passed unanimously.

Mr. Briggs requested to have two new locations (for two residential group homes) added to The Brambles existing affiliation for this service. He explained that Brambles will be building two new group homes on the 74 acres it owns. Ms. Link moved approval of this request. Dr. McConahey seconded the motion which passed unanimously.

Event Report Statistics

Bridges of RGH – Structured Outpatient – Ms. Neblitt presented the Quarterly Report and Annual Report for Bridges of RGH. Ms. Zaneveld explained that on the Quarterly Report, last page, second question from the bottom, the answer should relate to how the

provider has provided support to the Committee in the recruitment of members, etc. She also noted that in Region V, the first Annual Report covers the period of July 1, 2011 through December 31, 2011.

Bridges Inpatient – Mr. Clemmons presented the Quarterly Report and Annual Report data for Bridges Inpatient. He said that he would need to amend the Annual Report, as it contained information for the entire year of 2011. Ms. Zaneveld noted that on their Annual Report, the number of complaints resolved at the Director level should be 1, not 10.

Heart Havens – Ms. Wood said that she was the Quality Assurance Director for Heart Havens. She will be attending most of the LHRC meetings. She reported that their Licensing Specialist was now Allison Henry-Evans. She presented the Quarterly and Annual Report data for Heart Havens. Their annual report was for the entire year of 2011.

Middle Peninsula Northern Neck Community Services Board – Mr. Walsh presented the Quarterly Report and Annual Report data for the CSB. He said that the number of clients serve on the Annual report was for the period of January – December. The remainder of the report is for the period of July 1, 2011 through December 31, 2011.

SOLA, Inc. – Ms. Turner presented the Annual Report data for SOLA, Inc. Their Annual Report contained information for the entire year of 2011. Ms. Turner did not have the Quarterly Report. She reported that there was one complaint for the quarter.

The Brambles – Mr. Briggs presented the Quarterly Report data for The Brambles. Ms. Zaneveld said that at the next meeting, Brambles will want to note on their quarterly report that they are working on adding a location. Mr. Briggs said that he would email the Annual Report. He will also be placed on the agenda for the April meeting, to present the Annual Report data.

Wall Residences – Ms. Shifflett presented the Quarterly Report data for Wall Residences. She will email the Annual Report.

Brothers' Keeper – Ms. Borden presented the Quarterly Report data for Brothers' Keeper. Mr. Gerster asked that the font be changed when typing the answers to the questions on the Quarterly Report, in order to make it easier to read. He also noted that "0" should be filled in on the appropriate areas of both reports, if applicable. Those areas should not be left blank or completed with "NA". Ms. Borden will send the Annual Report for Brothers' Keeper.

New Day Counseling – Ms. Allen was not in attendance at the meeting today. She had called Ms. Slaughter to explain why she would be unable to attend, and asked that Ms. Slaughter give this message to the Committee. She did send Ms. Slaughter the Quarterly report for New Day Counseling. Copies of this report was given to Committee members.

Ms. Zaneveld noted that information from the report could not be discussed, since Ms. Allen was not in attendance. Ms. Allen can present this information at the next meeting.

Empowering Youth for Positive Change – Ms. Hickman reported that Empowering Youth for Positive Change was now licensed. She presented Quarterly Report data. She said that her Annual Report information was all zeros.

Please see attached reports from each provider for further details.

Old Business

There was no old business.

Ms. Zaneveld thanked everyone for their Quarterly and Annual Reports. She also said that the Seclusion and Restraint report was due January 15th to the Office of Quality Management (at the Dept. of BHDS address).

Executive Session

On the motion of Dr. McConahey, seconded by Ms. Link, the LHRC voted to go into executive session pursuant to VA Code 2.2-3711-A(4) for protection of individuals in personal matters not related to public business, namely to hear from Bridges Inpatient, SOLA, Inc., and the Middle Peninsula Northern Neck Community Services Board for the review of patient information pursuant to the regulations.

Ms. Link moved the Committee return to public session. Dr. McConahey seconded the motion which passed unanimously. Each member of the Committee certified that to the best of each member's knowledge, only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

Committee members requested that if any updates are sent out, that the date of the revision be noted on the document. The Committee also recommended that if a provider was not prepared to present their information at a meeting, the Committee could decide not to hear from that provider until the next meeting.

Advocate Training

Due to time restraints, Ms. Zaneveld did not conduct training at this meeting. She will provide training at the next meeting.

Adjourn – There being no further business, Ms. Link moved that the meeting be adjourned. Dr. McConahey seconded the motion which passed unanimously.

Respectfully Submitted,
Gail Slaughter
LHRC Administrative Support Liaison

